The Access Center

Upward Bound '77 Tutor Counselor (TC)

The Upward Bound program at Colorado State University is sponsored by the U.S. Department of Education. The program is designed to help participants generate the academic skills and motivation necessary for success in post-secondary education. Participants are talented high school students who come from low-income backgrounds where neither parent has earned a bachelor's degree. These students face systemic disadvantages by reason of socio-economic circumstances, lack of educational access and other barriers.

For six weeks, Upward Bound provides an intensive summer residential program on the Colorado State University campus. Approximately 50 participants will receive (1) instruction in composition, literature, world languages, mathematics, ACT/SAT Preparation, and laboratory science, (2) advising in the areas of educational and career opportunities, and (3) exposure to enrichment activities designed to promote personal and social growth.

The Upward Bound Tutor Counselor is a part-time staff member within the College Access Unit of the Access Center. Tutor Counselors support student participants in academics, supervise students outside of class, facilitate tutoring and activities, and assist in supporting the Access Center Mission: "consistent with Colorado State University's land grant mission to make education accessible to all persons and groups, the Access Center develops the talents of those who have been historically underrepresented in postsecondary education (first generation, low-income, ethnically and racially diverse, and non-traditionally aged). By utilizing effective practices, we provide quality services to communities, individuals and institutions resulting in student success and exemplary programs guided by an ethic of community and project accountability."

Position Responsibilities

The Tutor Counselor (TC) is responsible for supervising Upward Bound students with the support of full-time staff during the residential summer program. The TC's primary role is to create a positive residence hall environment supporting Upward Bound student's academic and personal success. For this environment to develop, TCs must make significant connections with the student participants, hold all students accountable to the behavior guidelines, and facilitate group initiatives to build community. All Tutor Counselors must live in the assigned residence hall with Upward Bound students to promote educational aspiration and performance; supervise students' free time; lead small groups, including planning and facilitating educational, cultural, and recreational events; handle routine discipline problems; provide tutoring and advising to individuals and groups of students; and promote a community of mutual respect and trust.

Conditions of Employment

NOTE: UB77 is a fully residential program. TC's hired for UB77 must be available for the full 6-weeks in addition to staff training.

Required Qualifications

- Applicants must have experience supervising youth (high school age preferred)
- Applicants must have a valid driver's license

Preferred Qualifications

- Applicants must be in good academic standing with their enrolling University; a GPA of 2.5 is preferred.
- Experience in leading/facilitating small groups
- Experience tutoring high school students in language arts, math, science, and/or world languages
- Have completed at least 2 years of full-time coursework in a post-secondary institution
- Previous experience (at least 1 year) in working with students of in a pre-collegiate setting

Remuneration

Remuneration is the compensation for residential room with board while program is in session, including meals during the employment period as well as all activity fees. Tutor Counselors are expected to work a minimum of 20 hours a week with this remuneration. Additional wages may be compensated based on approval at $15/hr-17/hr, not to exceed a total of 40 hours a week. Tutor Counselors intending to hold additional summer employment positions must notify the Director of Upward Bound Programs first as it may impact summer wages.

Important Summer Program Dates

- Mandatory Summer Staff Training
  June 1 – 5, 2026
- Upward Bound Summer Program
  June 6 – July 16, 2026

Any questions regarding this position may be directed to:
Karla Lerma Banda, Karla.lerma_banda@colostate.edu (cell: 720-936-7693)

To Apply

Applications and information are available at the Access Center website at http://accesscenter.colostate.edu/about-us/open-positions/ Applications will be accepted and considered until all positions are filled. To ensure full consideration, a **complete application** and **current resume** must be submitted **online at the link above by February 2nd by 11:59 pm.**

CSU is an EO/EA/AA employer.
Colorado State University conducts background checks on all final candidates, and all applicants must be 18 or older at time of background check to be considered for a position.